



## BAYDON PARISH COUNCIL

Clerk to the Council: Mrs K Lloyd  
07867 310121  
baydonparishclerk@gmail.com

### **BAYDON PARISH COUNCIL MEETING MINUTES FOR MONDAY 13<sup>th</sup> JUNE 2022 IN THE BYPA HALL, 6 MANOR LANE, SN8 2JE.**

**Present:**

Cllr. Sarah Chidgey (Chair)  
Cllr. Hugo Mackenzie-Smith (Vice Chair)  
Cllr. Brian Billington  
Cllr. Steve Sutton

**Clerk:** Mrs K Lloyd

**Public in attendance:** 3

The Clerk announced the meeting was being recorded for minute purposes and the recording would be deleted after the Minutes are approved.

1 **ELECTION OF THE CHAIRMAN**

Cllr. Chidgey was nominated, and this was accepted but stressed that the Parish Council really did need more Councillors.

2 **ELECTION OF THE VICE-CHAIRMAN**

Cllr. Mackenzie-Smith was nominated, and this was accepted.

3 **APOLOGIES**

No apologies received.

4 **DECLARATIONS OF INTEREST**

No Declarations of Interest raised.

5 **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on Monday 25 April 2022.

6 **PUBLIC QUESTIONS**

A member of the public raised the matter of the retaining wall at Red Roofs, Aldbourne Road that it was still not repaired. Cllr. Chidgey asked her to write to the resident and Wiltshire Council as it had been reported from Wiltshire Council Building Control that it was not seen as dangerous to the public and not an urgent matter and would be repaired in due course.

## 7 PLANNING APPLICATIONS

One planning application to consider at time of publishing agenda.

**PL/2022/03611** - Old Methodist Church, Aldbourne Road, Baydon.

**Proposal:** Proposed single storey extensions to the rear to create additional bedroom and enlarged kitchen dining space with internal alterations

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z0000186E0I>

The Councillors agreed to no objections.

## 8 FINANCE REPORT

Councillors **RESOLVED UNANIMOUSLY** to confirm the June payments as shown below.

<b>Statement of Accounts</b>			
<b>Accounts for Payment June 2022</b>			
Expenditure brought forward 21-22			£1,119.67
<b>Payments</b>			
Cheque No	Payee	Description	Amount
BACS*	Kim Lloyd	May	
BACS	Kim Lloyd	June	
BACS	Idverde	Play Area Inspections 01/05 31/05	£ 35.16
BACS	Idverde	Litter Bin Collections 01/05 31/05	£ 33.60
BACS	Scene in Baydon	Newsletter for 6 editions	£ 70.00
BACS *	AM Howes	Jubilee Mugs	£ 543.84
BACS *	SSE	Street Light Electric	£ 97.32
BACS *	Castle Water	Allotment Water	£ 25.53
BACS *	BHIB	Parish Insurance	£ 501.31
BACS *	WALC	Subscription	£ 269.28
<b>PAID *</b>			
NB PAYE Employee, Employers and NI contributions are accrued and paid quarterly			
<b>Receipts</b>			
BACS	Various	Allotment Rent	£ 190.00
BACS	01/05 & 01/06 Barclays	Cricket Club Bank Interest	£ 0.02
BACS	Wiltshire Council	Precept	£ 7,000.00
Total Receipts			<u>£ 7,190.02</u>
<b>Financial Position to date</b>			
Balance carried forward 31/03/22			£ 35,403.00
Income for year 22-23 to date.			£ 7,200.03
Less payments for year 22-23 to date			£1,119.67
Total			<u><b>£ 41,483.36</b></u>

The Budget vs Expenditure to date table was noted.

The Councillors reviewed the following as shown in [Appendix 1](#).

- Final Year End Budget vs Expenditure 2021-2022 to 31<sup>st</sup> March 2022
- Bank Reconciliation to 31 March 2022
- Clerk Summary Report.

*(All finance documents emailed to the Members of Council before the meeting)*

## 9 CERTIFICATE OF EXEMPTION – AGAR 2021/22 Part 2

The Parish Council reviewed and approved the Certificate of Exemption, and the Chairman signed.

## 10 INTERNAL AUDIT REPORT

The Clerk had emailed the report to Councillors before the meeting. The Clerk was pleased to report nothing was raised and all was reported as satisfactory.

11 **ANNUAL GOVERNANCE ACCOUNTING RETURN (AGAR) 2021/22 Part 2**

A) Annual Governance Statement Section 1

B) Accounting Statement Section 2

The Parish Council reviewed the sections of the AGAR, the Chairman and Clerk both signed sections 1 and 2.

12 **TO ADOPT THE STANDING ORDERS AND FINANCIAL REGULATIONS FOR FORTHCOMING YEAR**

No questions or amendments raised. The Standing Orders and Financial Regulations were adopted for the forthcoming year.

13 **TO ADOPT THE ASSET REGISTER FOR THE FORTHCOMING YEAR – [APPENDIX 2](#)**

A discussion regarding reducing some of the assets that had depreciated was considered. It was agreed to leave the Asset Register as it stands and adopt for the forthcoming year, but the Asset Register will be re-visited for more consideration before the end of 2022-2023 account year.

14 **TRAFFIC SURVEY RESULTS, ERMIN STREET FOLLOWING METRO COUNT REQUEST**

Cllr. Sutton reported that the data showed that car speeding is not bad enough to justify any action. The previous survey data showed more than 35 mph; therefore, we would assume that Baydon has had an improvement from the Traffic Activation Signs. For Police Enforcement, the traffic would have to go an average 5 mph faster. Only action that could be taken is to register for Community Speed Watch.

Cllr. Chidgey said one reason for the traffic survey results were to show how many HGVs came through the village. Cllr. Sutton reported that an average of 24 large lorries per day were recorded.

Considering there are 11 buses per day, which we want to keep, the lorries do not really add an excessive amount of heavy traffic - and some of them are probably local anyway.

Cllr. Chidgey said she would speak to Emma Painter in the Transport department at Wiltshire Council to see if anything can be done regarding the HGV's.

**ACTION: Cllr. Chidgey**

15 **FARMING COUNTRYSIDE WEEK**

Cllr. Chidgey reported that the Hampshire Wildlife Trust had given a presentation to the children at Baydon St Nicholas School. In addition, James Wright from Gore Lane Farm had also given a presentation around his farm and had brought his tractor and three calves to the school playground. James' visit was a great success.

16 **WW1 MEMORIAL CLOCK FACE RESTORATION**

Peter Chambers has received a positive response from the War Memorial Trust regarding the application for an increased grant. and we now need to start getting quotes. Cllr: Chidgey will liaise with him.

17 **NEIGHBOURHOOD PLAN**

This was discussed at the Annual Parish Meeting and Mrs April Jukes, has agreed to look at the information around developing a Neighbourhood Plan. She will then write some content for publication in the Baydon Scene to raise awareness of the importance of a Neighbourhood Plan in the hope that it will drive volunteers to help take the development of a Plan forward.

18 **ANNUAL PARISH MEETING**

Cllr. Chidgey reported that there were not as many attendees as in previous years, with only 10 village residents present. Thank you to those that did attend and for providing reports of their group's activities. The minutes will be circulated in due course.

19 **THE QUEEN'S PLATINUM JUBILEE CELEBRATION WEEKEND**

Cllr. Chidgey said that Baydon's Platinum Jubilee Celebrations were hugely successful from lighting the beacon, to crowning Baydon's royal family on the Green, to the Picnic in the Paddock.

Huge thanks again to Alison Howes, Barbara Furber and their team.

Big thank you to the Fireworks Team – Jim Grove and Andrew Head for arranging the lighting of the beacon, putting the stakes and ropes up to save the grass and to make the beacon safe – lighting the beacon and making sure it was safely out.

It was a brilliant weekend for everyone, so thank you!

20 **CORRESPONDENCE**

**26/05 Email from North Wessex Downs Landscape Trust (NWDLT)** - Spring Newsletter 2022 – Please contact the Clerk if you would like a copy.

**09/05 Email from Wiltshire Council** -Next Marlborough Area Board meeting is due to be held on Tuesday 14 June at 7pm. The June Area Board will be held downstairs at Marlborough Town Hall. Councillors are invited to attend.

**09/05 Wiltshire Council updates.** – Please ask the Clerk to forward on the email if you would like to read the WC updates.

23/05 Minerals and Waste Local Plan Proposed Main Modifications Consultation 23rd May to 6 July 2022. This doesn't affect Baydon.

**05/06 Email from resident** – Regarding tree growth and grass banks cutting. Cllr. Chidgey spoke to the owner of the tree who said they were trimming the growth that afternoon - in fact it has already been done! Regarding the grass bank between Forge Cottage and Plough House not being cut. The Parish Council has noted and asked if residents with their properties behind the bank could keep this tidy.

**28/04 Email from WC. Traffic Signage Repair in Ermin Street.** Regarding the non-flashing school 20MPH sign and other 30MPH non-flashing sign. Wiltshire Council confirmed that it has now re-allocated this issue to the Street Lighting consultancy. Hopefully the system will update the Parish Council further when the street lighting team has looked at the issue. The Clerk will continue to chase. **ACTION: Clerk**

**CATG meeting, 26th May 2022**– No one was able to attend. To further note CATG is changing its name to Local Highways & Footpaths Improvements Group (LHFIG)

21 **NEXT PARISH STEWARD (PS) VISIT – 15<sup>TH</sup> JUNE 2022**

A member of the public asked if the Parish Steward could cut the overgrowth back on the corner, behind the electricity board unit at the corner of Ermin Street/Manor Lane. **ACTION: Clerk**

22 **COUNCILLOR / CLERK REPORTS**

The Clerk was asked to chase the repair of the chicane to reduce the noise. **ACTION: Clerk**

23 **MATTERS FOR FUTURE CONSIDERATION.**

None.

24 **DATE OF THE NEXT MEETING.**

The date of the next Parish Council Meeting is on Monday 18 July 2022 in the BYPA hall.

## APPENDIX 1

### Baydon Parish Council

### Financial Year End Bank Reconciliation 31 March 2022

Prepared by Kim Lloyd (Clerk/RFO)

Date 31 March 2022

Balance per bank statements as at 31 March 2022

Community Account	£	17,962.88	
General Reserve Account	£	16,221.49	
Cricket Ground Account	£	<u>1,218.68</u>	£ 35,403.05
Less Unpresented cheques at 31 March 2022	Cheque No		NIL

Add: any un-banked cash at 31 March 2022

Net balances as at 31 March 2022

£ 35,403.05

#### Cash Book

Opening Balance as at 1 April 2021	£	32,849.20
Add: Receipts in the year	£	17,650.24
Less: Payments in the year	£	15,096.39
Closing balance per cash book as at 31 March 2022	£	<u>35,403.05</u>

# Final Baydon Parish Council

## Budget 2021/2022

Receipts	To 31/03/2022	Budget 2021/2022
	£	£
Precept	£ 15,804.00	£ 15,804
Bank Interest	£ 1.74	£ -
Member Bid	£ -	
Allotments (Rent & Water)	£ 256.88	£ 400
CIL funding	£ -	£ -
VAT reclaim 2020/21	£ 1,587.62	
<b>Total</b>	<b>£ 17,650.24</b>	<b>£ 16,204</b>

Payments	YTD	Budget 2022-2023
<b>Salaries</b>	£	£
Salary		
Pension		£ -
HMRC		
<b>General Office &amp; Administration</b>		
Clerk Expenses	£ 312.00	£ 312.00
Councillor Expenses	£ -	£ 100.00
Postage and Stationery	£ -	£ 40.00
Subscriptions and Cllr/Clerk Training	£ 337.76	£ 660.00
Parish Insurance	£ 607.77	£ 600.00
Baydon Scene Newsletter	£ -	£ 100.00
Hire of Halls	£ 55.00	£ 150.00
Website hosting	£ 123.85	£ 120.00
Zoom Lic		£ 120.00
Audit	£ 50.00	£ 60.00
GDPR registration	£ 35.00	£ 35.00
<b>Open Spaces</b>		
Memorial Church Clock Maintenance	£ 241.00	£ 250.00
Street Lights - Electricity	£ 170.66	£ 200.00
Allotment Water	£ 119.12	£ 130.00
Grass Cutting	£ 2,475.00	£ 2,600.00
Playground Inspection	£ 180.48	£ 190.00
Playground Repairs	£ 1,213.00	
Dog/Litter Waste Bins	£ 70.00	£ Sinking Funds 273.00
Defibrillator	£ 135.00	£ 1,800.00
Village Repairs Budget	£ -	£ 500.00
Donations	£ -	£ 385.00
Fireworks	£ -	£ 450.00
Christmas Event	£ 337.50	£ 350.00
VAT spend	£ 1,200.93	£ -
<b>Total</b>		

Sinking Funds		Budget
Playground Capital Replacement Fund		£ 7,500.00
Traffic Calming	£ 2,400.00	£ 10,000.00
By Election		£ 1,500.00
<b>S106/CIL</b>		
CIL	£ -	£ 337.68

<b>Total including Sinking Funds</b>	<b>£ 15,096.39</b>
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## Baydon Parish Council End of Year Report for 2021-2022

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At the beginning of the 2021 financial year the funds carried forward were £32,849.

In 2021-22 income was £17,650 and total expenditure was £15,096.

As of 31 March 2022, the Council balance is £35,403 this includes the Sinking Reserves of £19,000 and CIL payment of £338.

This is an increase in balance of £2,554. from last year on 31 March 2021 - An 8% increase.

The Council underspent in the 2021-22 running budget by £2,309.

The Council spent £2,400 from the sinking funds towards a Speed Activation Unit.

The Council spent £1,213 in the playground on repairs following the Inspection report.

Prepared by RFO/ Clerk April 2022

## APPENDIX 2

### Baydon Parish Council Asset Register May adopted 2022

			Purchase
Date acquired	Item	Location	Cost
Jun-94	Parish Field 1.9 acres approx (purchased 1994) (Playground 0.9 acre: Allotments 1.0 acre)	Ermin Street, Baydon SN8 2JP	3500
Unknown	Filing cabinet (nominal value)	BYPA Hall	1
May-07	Village notice board	Corner of Downsmead	805
Jan-09	Litter bin	Outside school paddock	64
Mar-10	Village notice board addition	Corner of Downsmead	209
May-10	Water supply	Parish Field	1900
May-10	Village entrance gates ( 3 sets)	Aldbourne Road, Baydon Road	1142
Apr-11	Play equipment (phase 1) ***	Parish Field	26159
Apr-11	Playground notice board	Parish Field	245
Apr-11	Fence,gates (along track) ****	Parish Field	1650
Sep-11	Steel picnic benches (2)	Parish Field	1313
Dec-11	Chain Link Fence (along Ermin Street) ****	Parish Field	1800
Dec-20	Christmas tree lights & timer	The Green	294
May-14	Event tent	BYPA	130
Jan-15	Event tent + 4 doors, 4 sides,connector	BYPA	291
Mar-15	Laptop,printer, ext.drive	Clerk	444
Oct-15	4 station frames & 4 sign overlays	Cllr Howell	242
Mar-16	Play equipment (phase 2) ***	Parish Field	10594
Mar-16	Garden bench	Village Green	285
Mar-16	Notice Board (replacement)	Baydon PO & Stores	1125
Mar-17	Litter bin-	Manor Lane	193
Nov-20	Speed Indicator Device (SAM) Smiley Activated Message	Ermin Street.	2400
Jan-22	2nd Speed Indicator Device (SAM) Smiley Activated Message	Ermin Street	2400
		<b>Total incl land (exc. VAT)</b>	<b>57186</b>